

CUSTODIAN CONSENT FORM

Please complete this form after you have read the Information Sheet

Title of Study: ...

Department: ...

Name and Contact Details of the Researcher: ...

Contact Details of the **INSTITUTION'S** Data Protection Officer:

This study has been approved by **NAME OF RELEVANT INTITUTION'S ETHICS COMMITTEE**

Approval number: ...

Thank you for considering giving permission for your private collection to be used in this research. The person organising the research must explain the project to you before you agree to take part. If you have any questions arising from the Information Sheet or explanation already given to you, please ask the researcher before you decide whether to join in. You will be given a copy of this Consent Form to keep and refer to at any time.

☐

I confirm that I understand that by ticking/initialling each box below I am consenting to this part of the study. I understand that it will be assumed that unticked/initialled boxes mean that I DO NOT consent to that part of the study. I understand that by not giving consent for any one element that my collection may be deemed ineligible for the study.

☐

I confirm that I have read and understood the information sheet related to **'NAME OF RESEARCH PROJECT.'** I have had an opportunity to consider the information and how my collection will be used. I have also had the opportunity to ask questions which have been answered to my satisfaction.

☐

I understand that the use of my collection in this study is voluntary and that I am free to withdraw my permission for its use at any time without giving a reason. I understand that if I decide to withdraw, any data collected from my collection up to that point will be deleted unless I agree otherwise.

☐

I understand no benefits have been made to encourage me to give permission for my collection to be used in this study. I understand that I will not benefit financially from this study or from any possible outcome it may result in in the future.

☐

I consent to quotes from documents in my private collection being gathered during the course of the research.

- ☐ I consent to photographs of documents and objects within my private collection being gathered during the course of the research.
- ☐ I consent to quotes from documents in my private collection being used in public presentations, online content related to the research project, exhibitions & academic publications (journal articles and books), including in an open-access format.
- ☐ I consent to photographs of documents and objects in my private collection being used in public presentations, online content related to the research project, exhibitions & academic publications (journal articles and books), including in an open-access format.
- ☐ I am aware of who I should contact if I wish to lodge a complaint.
- ☐ I would like the identities of individuals referenced within my private collection be kept anonymous within any output (potentially including public presentations, online content, exhibitions, journal articles, books and book chapters) from this research.

Name of Collection

Name of Custodian

Date

Signature

Researcher

Date

Signature